

**OFFICE OF SENATOR MURKOWSKI  
2006 COLLEGE INTERN APPLICATION**

Senator Lisa Murkowski  
709 Hart Senate Office Building  
Washington, D.C. 20510-0203  
(202) 224-6665

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## **OVERVIEW**

Senator Lisa Murkowski's University of Alaska (UAF) internship program is intended to engage and enable the future leaders of Alaska's communities. One UAF college junior or senior will be selected to spend the spring term (January – June 2006) working in our Washington, D.C. office. The intern will learn about the workings of the United States Senate and the federal legislation that affects Alaska. More than an educational experience, the D.C. internship will provide a solid professional experience. The D.C. office is a fast-paced, real world environment, and the intern will get many opportunities to get close to and become part of the legislative process.

Aside from providing administrative support, the intern will be responsible for identifying and working within one or more legislative issue areas he or she is interested in, such as energy and natural resources; trade and economics; the environment; land and tribal issues; foreign policy; health and welfare; government processes; and education. The intern will work under the guidance of the Senator's Legislative Assistants, who will mentor the intern, provide counsel where necessary, and supplement the intern's involvement in legislative processes.

The internship is designed to be a learning experience as well as a chance for Alaska's young people to enjoy all that Washington, D.C. has to offer.

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## **WHO MAY APPLY**

Senator Murkowski's college intern program is open to Alaskan college students in their junior or senior year who are attending the University of Alaska Fairbanks (UAF). All UAF students are welcome to apply.

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## **QUALIFICATIONS**

We are looking for independent and mature applicants who can take the initiative to make the most of their opportunity in Washington, D.C. The prospective intern should have at least a 3.00 GPA and be a student in good standing with qualities demonstrating initiative and self-discipline. The internship will be awarded to an individual who shows promise and merit, and is committed to working on behalf of the State of Alaska.

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## **WHEN**

The selected applicant will start work in the D.C. office in early January 2006, when Congress starts its winter session, and finish in early June. The exact start and end dates of the internship will be determined after the intern is selected, in part to accommodate the intern's particular schedule needs.

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## **ACTIVITIES**

Office hours are from 9:00 a.m. to 6:00 p.m. Professional business attire is required.

Office activities include assisting the staff with daily administrative assignments, attending hearings and committee business meetings, composing legislative memos, conducting research on legislative issues, and supporting staff members in legislative tasks.

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## **SALARY**

The intern will be paid. Payments are received in two-week installments and cover much of the intern's living and food expenses. However, past interns have found that additional personal funds are helpful in covering expenses. Air transportation to and from Washington, D.C. will be provided by the President's Trust Fund of the University of Alaska.

## **HOUSING AND EXPENSES**

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Unless the intern prefers otherwise, the D.C. office will pre-arrange for the intern's living accommodations. Linens, pillows, blankets, and kitchen utensils will not be provided. We will do our best to find housing that is both affordable and conveniently located either in walking distance from the Senate Office Buildings, where the intern will work, or near a Metro subway line with easy access to Capitol Hill.

Daily transportation to and from the office via the Metro subway will average \$2.70 each day.

Typically, interns will spend approximately \$15/day on food, unless they choose to eat out. Interns can lower the cost of food considerably by purchasing groceries and using the kitchenettes in their living quarters, and by bringing lunch to the office instead of purchasing food in the cafeterias.

## **HOW TO APPLY**

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Please submit the attached application, a current resume, and essay to Patti Picha at the UAF Career Services Office no later than October 27, 2005.

A Selection Committee will pre-select 5 applicants from the pool of applications received to interview for the intern position. Applicants will be notified of pre-selection on or around November 3, 2005. The five finalists will be interviewed by the Selection Committee on November 17, 2005, with a final selection announced the following day. Additional applications or information can be obtained from the UAF Career Services Office, Room 512, Gruening Building.

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**Personal Information**

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Name	M / F	Date
(last, first, middle)		

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Social Security Number	United States citizen?	Y/N
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Mailing Address	City	State	Zip Code
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Street Address	City	State	Zip Code
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Home phone (       )	Email
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Date of Birth	Place of Birth	How long have you lived in Alaska?
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Where have you lived in Alaska?

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Emergency Contact Name	Phone number (       )
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The intern program will run from early January through early June 2006. If you are selected, are there any particular circumstances that may keep you from working the entire 6 months?

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**College Education**

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Year (Jr./Sr.)	Degree Program
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GPA	Graduation date
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Extracurricular Activities

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Post College Plans

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## References

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Please list two references who have known you at least three years

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### 1. Reference

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Work phone (            )

Home phone (            )

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Address

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City

State

Zip code

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Relationship

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### 2. Reference

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Work phone (            )

Home phone (            )

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Address

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City

State

Zip code

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Relationship

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## Resume

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Please submit along with this application a current resume that details your professional experience and any special skills or experiences you would like the Selection Committee to consider.

## Essay Question

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On an additional sheet of paper, please write a brief (2-3 paragraph) essay on only one of the two essay options offered below. *(Please keep in mind that this essay is indicative of your writing skills as well as your ability to express yourself)*

**Option 1: Why you want to work in the Washington D.C. office of Senator Lisa Murkowski?** It may be helpful to ask yourself the following questions: What do I hope to gain from this experience? What are my expectations for this internship? What do I think I can contribute to the Senator's office?

**Option 2: Write on an issue facing the State of Alaska either now or in the future that you find important.** The topic is entirely up to you, but should indicate your thoughts on an issue of significance to Alaskans (for example: economic development, erosion, the military in Alaska, fishing, health care costs, education, development of natural resources, subsistence issues).

**Consent**

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**The information given above is complete and accurate to the best of my knowledge:**

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Applicant's signature

Date

**Completed applications should be turned into the UAF Career Services Office, Room 512 of Gruening Building, no later than 5:00 pm, October 27, 2005.**